

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
BOARD MEETING
Thursday, October 16, 2008

The Committee-of-the-Whole meeting of the State Board for Community and Junior Colleges (SBCJC) met at 6:00 p.m. at Huntington's Grille in Jackson and then reconvened at 7:30 p.m. in the Hattiesburg Room of the Hilton Hotel in Jackson, MS, on October 16, 2008.

Members present: Mr. George Walker, Mr. Max Huey, Mr. Napoleon Moore, Mr. Bobby Steinriede, Mr. Ed Perry, Mrs. Patricia (Pat) Dickens, and Mr. Henry (Bubba) Hudspeth. The following members were absent: *Mrs. Brenda Yonge, Mr. Chip Crane, and Mr. Bruce Martin.*

SBCJC Staff in attendance: Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Larry Day, Dr. Fiona Qualls, Mrs. Missy Saxton, and Dr. Debra West.

Guests in attendance: Dr. Reggie Sykes, Institutions of Higher Learning (IHL)

CALL TO ORDER

Mr. George Walker called the meeting to order at 7:33 p.m.

Dr. Clark began his report by welcoming all members. He reported to the Board Members on the reorganization of the SBCJC. He distributed a new organizational chart to Members and expressed his pleasure with the success of the reorganization. He indicated that the research and data collection aspects of the agency would increase significantly with the addition of Assistant Executive Director Mitzy Johnson. He believes that the agency in general will be more productive, more creative, and more efficient. With the reorganization, some employees will be moving offices, making the location of the employees flow better with the location of their supervisors. Dr. Clark pointed out on the organizational chart, to the Board Members, who the SBCJC Senior Staff members are and told them that Senior Staff meetings are held every Monday morning.

Dr. Clark reported to the Board Members that SBCJC holds a position of board member on the Board on Jail Officer Standards and Training (BJOST). This board meets four times a year and certifies employees of jails and prisons to be certified jail officers. This appointed position has been held by Dr. Larry Bailey, president of Mississippi Delta Community College, for several years representing the SBCJC. Dr. Bailey has resigned his position as board member for the BJOST because the MDCC Trustee meetings are usually held on the same day as the BJOST meetings. His resignation leaves a vacancy on the BJOST that must be appointed by the SBCJC. Dr. Clark invited the board members to consider the possibility of nominating anyone they chose. He suggested that the board might consider Mrs. Missy Saxton, as she has law enforcement experience.

Mr. Walker noted that the SBCJC did have a quorum present.

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In a motion made by Mr. Ed Perry and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** to appoint Mrs. Missy Saxton to the Board on Jail Officer Standards and Training.

This item will be brought up again at the Friday morning board meeting, for those board members who will attend.

Dr. Debra West said there are currently no requests for Career and Technical Education Programs.

Dr. West provided a handout to board members containing the Workforce Budget Reports. She also referred to the recent incident at Howard Industries where illegal, undocumented workers were formerly employed. The SBCJC currently has guidelines in place concerning the use of workforce enhancement training funds. These funds are to be used for individuals who are lawful residents of MS who benefit from this training. Dr. West, Dr. Clark and Mr. Chuck Rubisoff have discussed and now suggest providing stronger language that would protect the SBCJC Board in case it is discovered that training has occurred that shouldn't have. Dr. West will ask the Board to consider a motion on Friday to require the execution of a training eligibility certification by all employees who are benefiting from our workforce training. This document will have the industry certify that they are abiding by the requirements of the Mississippi Employment Protection Act and that if they expend training dollars on any individual who is not entitled, under that act they are going to be subject to repayment of those funds and assume any collection fees that we would be required to assume to get those funds returned to us. Dr. West believes it is our responsibility to follow through on and give the industries notice. This proposal will be brought before the Board at the Friday meeting.

Dr. West said that Dr. Clark will be introducing the newest employee of the Career and Technical Education unit, Mr. Ed Roberson, to the board members.

Dr. Larry Day presented his first report on Community College Outreach. He said he is trying to strengthen our relationship with the community colleges by paying face-to-face visits to all 15 campuses. Capital improvements and capital planning will be discussed at each campus. He will also construct a plan to improve statewide recruitment for individuals that are in an underserved population. These responsibilities will require Dr. Day to visit the campuses on a regular and on-going basis. Dr. Day hopes to develop comprehensive college profiles for each campus.

Dr. Fiona Qualls informed the Board that IHL has approved Phase I of the East Mississippi Community College Associate Degree in Nursing Program. She commended IHL on being very objective in this process. She also thanked Dr. Day for sharing his knowledge regarding the enrollment audit process.

Mrs. Deborah Gilbert began her Finance report by referring SBCJC members to the Finance agenda tab.

Attachment 1 is the approval request for Education Enhancement Fund Disbursements from Fund 4080 (\$2,871,341.00), and Fund 4110 (\$82,112.00) for October 31, 2008. This will require approval.

Attachment 2 is the report on Education Enhancement Fund Reductions. This is for

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informational purposes only and does not require action.

Attachments 3a and 3b are the Financial Statements for General Fund 2291 and Special Funds as of September 30, 2008, FY 2009. This is for informational purposes only and does not require action.

Attachments 4a, 4b, 4c and 4d are community and junior college reports. The Academic Faculty Salary Schedule for FY 2009, the Average Faculty Salaries 2000-2009 Budgeted, the Auxiliary Enterprises Revenues and Expenditures for FY 2008 and the County Tax Report for FY 2008 are all for informational purposes only and do not require action.


Mrs. Gilbert also provided the Funding Formula for FY 2009.

Mrs. Gilbert concluded the Finance Report.

There being no other business, Mr. Walker adjourned the meeting at 8:37 p.m.

Recorded by:


Missy Saxton


Mr. Henry Hudspeth, Vice Chairman


Dr. Eric Clark, Executive Director